



MEMORANDUM

TO: Superintendents and Principals
FROM: Gary Green, Director Student Services
DATE: July 30, 2010
SUBJECT: Student Safety Reporting

During the 2010 Second Regular Session of the 116th Indiana General Assembly, House Enrolled Act (HEA) 1193 was passed. HEA 1193 was placed, in part, into code as IC 20-34-6 Student Safety Reporting. IC 20-34-6-1 requires school corporations to report student arrest data to the Indiana Department of Education.

The Indiana Department of Education (IDOE) has created a reporting mechanism for schools. Sensitive to the fact that arrest data collection software might not be available to all schools, IDOE has created an application through *DOE Online* for schools to use. The application can be found here <https://dc.doe.state.in.us/DOEOnline/Main.aspx?pageid=264>. As described in Section 1 (a) school corporations' must report this data to the Indiana Department of Education by July 1 of each year. The first report will be due on July 1, 2011

This application requires the use of the corporation number and a pin number to enter the necessary data. If you have any questions concerning the reporting process contact Gary Green at 317-234-6845 or e-mail ggreen@doe.in.gov

Chapter 6. Student Safety Reporting

IC 20-34-6-1

School corporation reports; department reports

Sec. 1. (a) By July 1 of each year, each school corporation shall submit a report to the department detailing the following information for the current school year for each school in the school corporation and for the entire school corporation:

- (1) The number of arrests of students on school corporation property, including arrests made by law enforcement officers, security guards, school safety specialists, and other school corporation employees, and any citizen arrests.
- (2) The offenses for which students were arrested on school corporation property.
- (3) The number of contacts with law enforcement personnel from a school corporation employee that have resulted in arrests of students not on school corporation property.
- (4) Statistics concerning the age, race, and gender of students arrested on school corporation property and categorizing the statistics by offenses.

- (5) Whether the school corporation has established and employs a school corporation police department under IC 20-26-16, and if so, report:
- (A) the number of officers in the school corporation police department; and
 - (B) the training the officers must complete.
- (6) If the school corporation employs private security guards to enforce rules or laws on school property, a detailed explanation of the use of private security guards by the school corporation.
- (7) If the school corporation has an agreement with a local law enforcement agency regarding procedures to arrest students on school property, a detailed explanation of the use of the local law enforcement agency by the school corporation.
- (b) By August 1 of each year, the department shall submit a report to:
- (1) the legislative council;
 - (2) the education roundtable established by IC 20-19-4-2;
 - (3) the board for the coordination of programs serving vulnerable individuals established by IC 4-23-30.2-8; and
 - (4) the criminal justice institute; providing a summary of the reports submitted to the department under subsection (a). The report to the legislative council must be in an electronic format under IC 5-14-6.
- (c) By August 1 of each year, the department must post the reports described in subsections (a) and (b) on the department's Internet website.